

**CITY OF SAN ANTONIO
INTERDEPARTMENTAL MEMORANDUM
PARKS AND RECREATION DEPARTMENT**

TO: Mayor and City Council

FROM: Malcolm Matthews, Director, Parks and Recreation Department

THROUGH: Terry M. Brechtel, City Manager

COPIES: Melissa B. Vossmer; Finance; Management and Budget; Legal; File

SUBJECT: Ordinance Authorizing Site Agreements with Community Agencies and Local School Districts for the Parks and Recreation Department's 2003 Summer Recreation Program

DATE: May 22, 2003

SUMMARY AND RECOMMENDATIONS

This ordinance authorizes the execution of standard Delegate Agency Agreements with ten (10) community based organizations to operate summer recreation sites in support of the Parks and Recreation Department's 2003 Summer Recreation Program and the execution of use agreements with local school districts for additional recreation sites operated by the City of San Antonio.

Staff recommends approval of this ordinance.

BACKGROUND INFORMATION

The Parks and Recreation Department utilizes ten (10) community based organizations to operate twenty-three (23) summer recreation sites in support of the Summer Recreation Program. A total of \$100,000 will be contracted to the following organizations for these summer recreation activities:

<u>Agency</u>	<u># Sites</u>	<u>Amount</u>
Boys and Girls Club	2	\$ 8,700
Ella Austin Community Center	1	\$ 4,350
Good Samaritan Center	1	\$ 4,350
Guadalupe Community Center	1	\$ 4,350
Inman Christian Center	1	\$ 4,350
Inner City Development	1	\$ 4,350
Madonna Neighborhood Center	1	\$ 4,350
Presa Community Center	1	\$ 4,350
Wesley Community Center	4	\$ 17,400
Y.M.C.A. of San Antonio	<u>10</u>	<u>\$ 43,450</u>
Total:	23	\$100,000

These sites will provide summer recreation activities to neighborhood youths that might not otherwise have active and healthy opportunities to occupy them during the 2003 summer months. These 23 sites are in addition to Summer Recreation Program activities occurring in over 40 Kid Quest sites in schools, 27 community center locations, eight Teen Connection sites and five Roving Leader Program sites. The 2002 summer program registered over 40,000 participants, of which 4,859 came out of these community agency sites.

In addition, Northside ISD allows the City to operate a site at Westwood Terrace Elementary School and has requested that the City sign a standard agreement for use of the school facility. The ordinance will allow the execution of similar leases from other school districts participating in the program, upon review and approval by the City Attorney's office.

POLICY ANALYSIS

This ordinance follows established City policy to supplement City resources through contracts with outside organizations.

FISCAL IMPACT


The \$100,000 required to fund the contract summer recreation sites is available within the FY 02/03 General Fund allocation to the Parks and Recreation Department. This action will place no additional demands on the City General Fund beyond this previously allocated \$100,000.

COORDINATION

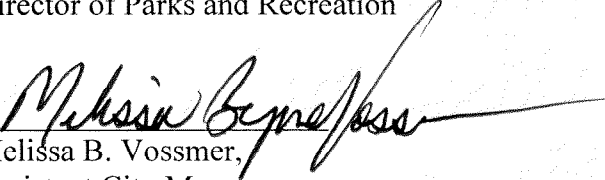
This action was coordinated with the City Attorney's Office and with Risk Management.

SUPPLEMENTARY COMMENTS

The Discretionary Contracts Disclosure Forms from the contracting organizations are attached.

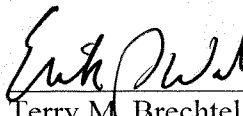


Malcolm Matthews,
Director of Parks and Recreation



Melissa B. Vossmer,
Assistant City Manager

Approved:



Terry M. Brechtel
City Manager

fr

City of San Antonio
Discretionary Contracts Disclosure*

*For use of this form, see City of San Antonio Ethics Code, Part D, Sections 1&2
Attach additional sheets if space provided is not sufficient.
State "Not Applicable" for questions that do not apply.*

** This form is required to be supplemented in the event there is any change in the information under (1), (2), or (3) below, before the discretionary contract is the subject of council action, and no later than five (5) business days after any change about which information is required to be filed.*

Disclosure of Parties, Owners, and Closely Related Persons

For the purpose of assisting the city in the enforcement of provisions contained in the City Charter and the code of ethics, an individual or business entity seeking a discretionary contract from the city is required to disclose in connection with a proposal for a discretionary contract:

(1) the identity of any individual who would be a party to the discretionary contract;

N/A

(2) the identity of any business entity¹ that would be a party to the discretionary contract:

and the name of:

(A) any individual or business entity that would be a *subcontractor* on the discretionary contract;

N/A

(B) any individual or business entity that is known to be a *partner*, or a *parent* or *subsidiary* business entity, of any individual or business entity who would be a party to the discretionary contract;

N/A

(3) the identity of any *lobbyist* or *public relations firm* employed for purposes relating to the discretionary contract being sought by any individual or business entity who would be a party to the discretionary contract.

N/A

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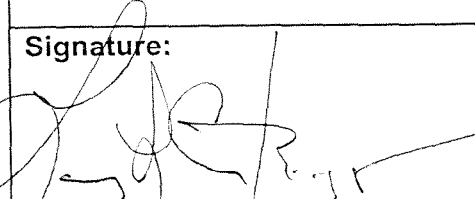
Political Contributions

Any individual or business entity seeking a discretionary contract from the city must disclose in connection with a proposal for a discretionary contract all political contributions totaling one hundred dollars (\$100) or more within the past twenty-four (24) months made directly or indirectly to any *current or former member* of City Council, any *candidate* for City Council, or to any *political action committee* that contributes to City Council elections, by any individual or business entity whose identity must be disclosed under (1), (2) or (3) above. Indirect contributions by an individual include, but are not limited to, contributions made by the individual's spouse, whether statutory or common-law. Indirect contributions by an entity include, but are not limited to, contributions made through the officers, owners, attorneys, or registered lobbyists of the entity.

To Whom Made:	Amount:	Date of Contribution:
N/A		

Disclosures in Proposals

Any individual or business entity seeking a discretionary contract with the city shall disclose any known facts which, reasonably understood, raise a question² as to whether any city official or employee would violate Section 1 of Part B, Improper Economic Benefit, by participating in official action relating to the discretionary contract.

Signature: 	Title: Company:	Date:

² For purposes of this rule, facts are "reasonably understood" to "raise a question" about the appropriateness of official action if a disinterested person would conclude that the facts, if true, require recusal or require careful consideration of whether or not recusal is required.

City of San Antonio
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Not applicable.

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Not applicable

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Wesley Community Centers 1406 Fitch Street SAN ANTONIO, TX 78211		
Signature: 	Title: Executive Director Company: Wesley Community Centers	Date: 5/12/03

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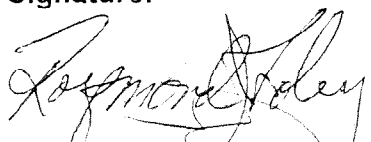
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Signature: 	Title: EXECUTIVE DIRECTOR Company: PRESA COMMUNITY CENTER	Date: May 12, 2003

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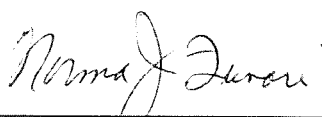
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Signature: 	Title: <i>E.D.</i> Company: <i>Madonna Neighborhood Center, Inc.</i>	Date: <i>5-13-03</i>

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N/A

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None

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None

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None		
Signature: 	Title: Co-Directors Company: Inner City Development	Date: 5/12/03

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Signature: 	Title: Executive Director Company: Inman Christian Center	Date: 5/12/03

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non applicable

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Guadalupe Community Center 1801 W. Durango San Antonio, TX 78207		
Signature: Rabeca Sellar	Title: EXECUTIVE DIRECTOR Company: Guadalupe Comm. Ctr.	Date: 5/12/03

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JILL DETTINGER, EXECUTIVE DIRECTOR

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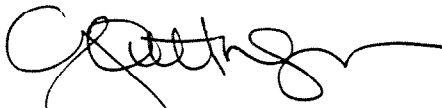
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Signature: 	Title: EXECUTIVE DIRECTOR Company: GOOD SAMARITAN CENTER	Date: 5-12-03

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(3) the identity of any *lobbyist* or *public relations firm* employed for purposes relating to the discretionary contract being sought by any individual or business entity who would be a party to the discretionary contract.

Not Applicable

¹ A *business entity* means a sole proprietorship, partnership, firm, corporation, holding company, joint-stock company, receivership, trust, unincorporated association, or any other entity recognized by law.


Political Contributions

Any individual or business entity seeking a discretionary contract from the city must disclose in connection with a proposal for a discretionary contract all political contributions totaling one hundred dollars (\$100) or more within the past twenty-four (24) months made directly or indirectly to any *current* or *former member* of City Council, any *candidate* for City Council, or to any *political action committee* that contributes to City Council elections, by any individual or business entity whose identity must be disclosed under (1), (2) or (3) above. Indirect contributions by an individual include, but are not limited to, contributions made by the individual's spouse, whether statutory or common-law. Indirect contributions by an entity include, but are not limited to, contributions made through the officers, owners, attorneys, or registered lobbyists of the entity.

To Whom Made:	Amount:	Date of Contribution:
Not Applicable		

Disclosures in Proposals

Any individual or business entity seeking a discretionary contract with the city shall disclose any known facts which, reasonably understood, raise a question² as to whether any city official or employee would violate Section 1 of Part B, Improper Economic Benefit, by participating in official action relating to the discretionary contract.

Signature: 	Title: <i>Executive Director</i> Company: <i>Ella Austin Comm. Ctr.</i>	Date: <i>5/12/03</i>

² For purposes of this rule, facts are "reasonably understood" to "raise a question" about the appropriateness of official action if a disinterested person would conclude that the facts, if true, require recusal or require careful consideration of whether or not recusal is required.

City of San Antonio

Discretionary Contracts Disclosure*

For use of this form, see City of San Antonio Ethics Code, Part D, Sections 1&2

Attach additional sheets if space provided is not sufficient.

State "Not Applicable" for questions that do not apply.

* This form is required to be supplemented in the event there is any change in the information under (1), (2), or (3) below, before the discretionary contract is the subject of council action, and no later than five (5) business days after any change about which information is required to be filed.

Disclosure of Parties, Owners, and Closely Related Persons

For the purpose of assisting the city in the enforcement of provisions contained in the City Charter and the code of ethics, an individual or business entity seeking a discretionary contract from the city is required to disclose in connection with a proposal for a discretionary contract:

- (1) the identity of any individual who would be a party to the discretionary contract;

NIA

- (2) the identity of any business entity¹ that would be a party to the discretionary contract:

Boys and Girls Clubs of San Antonio
and the name of:

- (A) any individual or business entity that would be a *subcontractor* on the discretionary contract;

NIA

- (B) any individual or business entity that is known to be a *partner*, or a *parent* or *subsidiary* business entity, of any individual or business entity who would be a party to the discretionary contract:

NIA

- (3) the identity of any *lobbyist* or *public relations firm* employed for purposes relating to the discretionary contract being sought by any individual or business entity who would be a party to the discretionary contract.

NIA

¹ A *business entity* means a sole proprietorship, partnership, firm, corporation, holding company, joint-stock company, receivership, trust, unincorporated association, or any other entity recognized by law.


Political Contributions

Any individual or business entity seeking a discretionary contract from the city must disclose in connection with a proposal for a discretionary contract all political contributions totaling one hundred dollars (\$100) or more within the past twenty-four (24) months made directly or indirectly to any *current* or *former member* of City Council, any *candidate* for City Council, or to any *political action committee* that contributes to City Council elections; by any individual or business entity whose identity must be disclosed under (1), (2) or (3) above. Indirect contributions by an individual include, but are not limited to, contributions made by the individual's spouse, whether statutory or common-law. Indirect contributions by an entity include, but are not limited to, contributions made through the officers, owners, attorneys, or registered lobbyists of the entity.

To Whom Made:	Amount:	Date of Contribution:
N/A		

Disclosures in Proposals

Any individual or business entity seeking a discretionary contract with the city shall disclose any known facts which, reasonably understood, raise a question² as to whether any city official or employee would violate Section 1 of Part B, Improper Economic Benefit, by participating in official action relating to the discretionary contract.

Signature: 	Title: Board President Company: Boys & Girls Clubs of San Antonio	Date: 5/9/2003

² For purposes of this rule, facts are "reasonably understood" to "raise a question" about the appropriateness of official action if a disinterested person would conclude that the facts, if true, require recusal or require careful consideration of whether or not recusal is required.